



JOB POSTING

UNCLASSIFIED APPOINTMENT (UNCLASSIFIED APPOINTMENT NOT TO EXCEED SEPTEMBER 30, 2017)

POSTING NUMBER: HR-0127 **ISSUE DATE:** December 12, 2014
TITLE: Supervising Auditor **CLOSING DATE:** December 26, 2014
DIVISION / UNIT: Sandy Recovery Division **SALARY RANGE:** S28: \$70,903.32 - \$101,039.55

LOCATION: 101 South Broad Street
Trenton, NJ

POSITIONS: 1 **DISTRIBUTION:** STATEWIDE

DESCRIPTION OF MAJOR DUTIES: Under the general direction of the Assistant Division Director or other supervisory official in a state department or agency, performs duties of significant difficulty, plans, supervises, and coordinates the work of technical staff engaged in either field or office audits, does other related duties.

REQUIREMENTS:

EDUCATION:

Graduation from an accredited college with a Bachelor's degree, including or supplemented by twenty-one (21) credit hours in professional accounting subjects.

NOTE: A valid Certificate as a Certified Public Accountant issued by the New Jersey State Board of Accountancy may be substituted for the Bachelor's degree in accounting.

NOTE: Applicants who possess the twenty-one (21) credit hours in accounting, but do not possess a Bachelor's degree may substitute experience as indicated on a year for year basis (30 credit hours is considered equal to one (1) year of college).

EXPERIENCE:

Four (4) years of professional auditing and/or accounting experience, one (1) year of which shall have involved supervisory responsibility and one (1) year of which shall have involved computer-processed accounting systems.

NOTE: Applicants may substitute a Master's Degree in accounting for one year of the non-supervisory experience.

LICENSE: Appointees will be required to possess a valid driver's license only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

Please submit a resume and any required documents (licenses, certification and or transcripts) along with a letter of interest, including a phone number, by the closing date to:

Office of Human Resources
New Jersey Department of Community Affairs
HR#0127
101 South Broad Street
PO Box 800
Trenton, New Jersey 08625
Resumes may be emailed to: resume1@dca.state.nj.us

NOTE: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," all new public employees are required to obtain principal residence in the State of New Jersey within one (1) year of employment.

The New Jersey Department of Community Affairs is an Equal Opportunity Employer